

# **2021 Round 1 Site Development Grant Application Webinar**

02/01/21





# Site Development Grant

- Designed to help Tennessee communities prepare to attract industrial development by providing funds to better position local industrial product
- Just over \$3,000,000 for this round of grants
- Funded through the Rural Economic Opportunity Act



# Program Priorities

- Impact on Distressed Counties
- Projects that lead to Select Tennessee Certification
- Proposed activities that address defined needs of the site
- Impact of activities on site readiness
- Proposed project that builds on prior investment made to the site and that brings in other leverage
- Return on investment (number of acres improved, potential for "turning the dial," potential for job creation)
- Supportive and committed local government(s)



# Grant Amounts

- Site Development Grants: \$500,000
  - Construction and property-related activities
- Due Diligence Grants: \$100,000





# SDG Timeline

**Friday, February 12**

Final Invoice/Close-Out for Previous Grants

**Friday, February 12**

Letter of Intent Due

**Friday, March 12**

Application Must Be Complete and Uploaded

**Week of May 17**

Presentations – Virtual

**June 2021**

Announcement of Awards

**July 2021**

Contract Start Date – When You Can Begin Work



# Eligibility

- Applicant must be a governmental entity (City, County, IDB)
- Site must be publicly owned  
(unless activity is to purchase land or for due diligence studies)
- Site must be at least 20 acres  
(Sites in Tier 3 & 4 Counties must be at least 10 acres)
- Only one application per site, and one application per governmental entity will be accepted
- Sites must have been through a site visit by Austin Consulting (or Foote) for the Select TN certification program, a site visit and evaluation by Austin Consulting for PEP, and/or a site visit by KPMG for the Invest Prep program
- County must meet all ThreeStar requirements
- Sites with open SDG projects are not eligible to apply



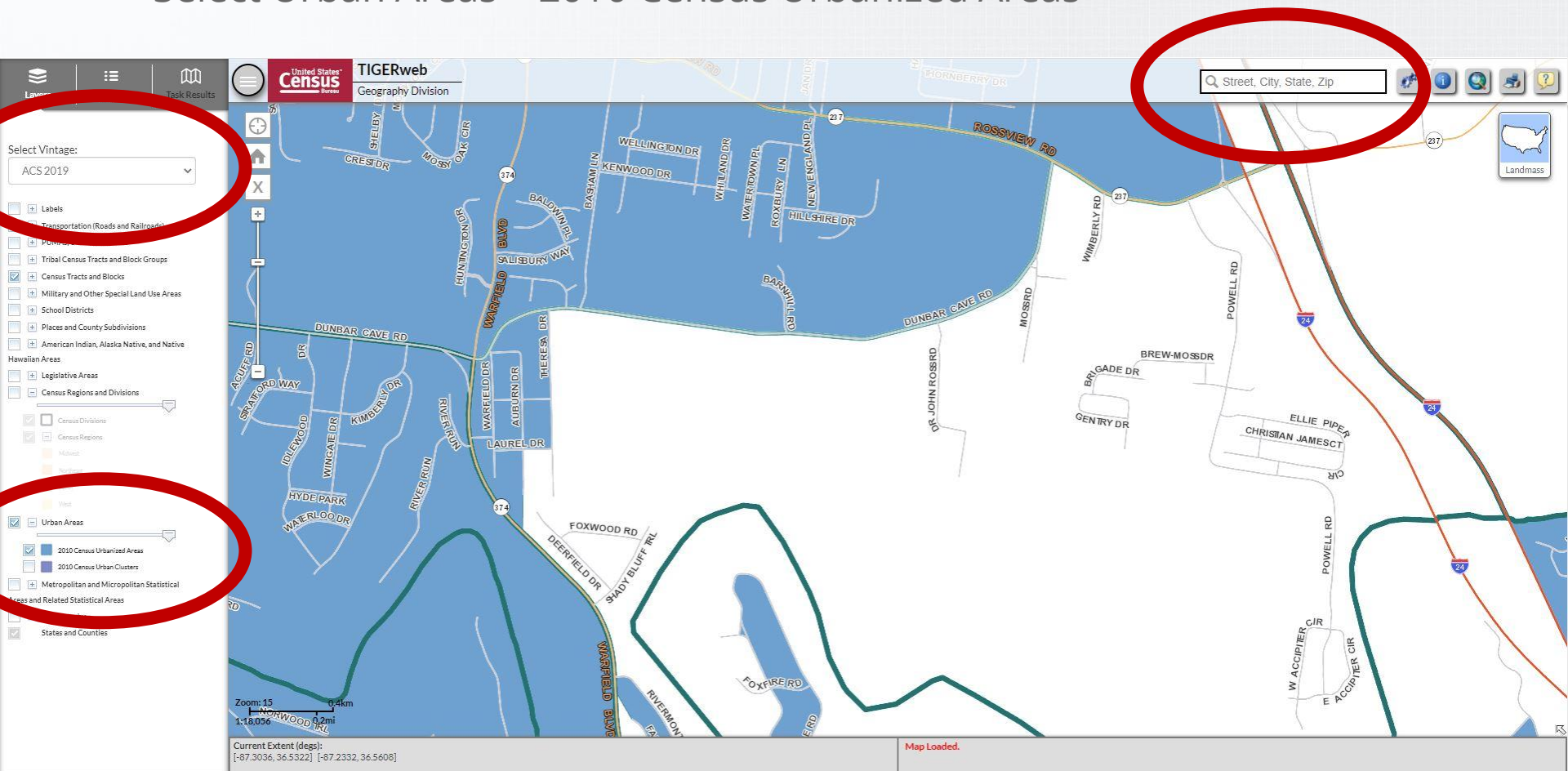
# Sites must be in rural areas.

- Site must be in a rural area of the state as defined by the US Census.



# To find out if your site is rural/urban:

- Go to this website: <https://tigerweb.geo.census.gov/tigerweb/>
- Select Vintage: ACS 2019
- Select Urban Areas – 2010 Census Urbanized Areas





# Match Rates

Tier 1:  
50/50



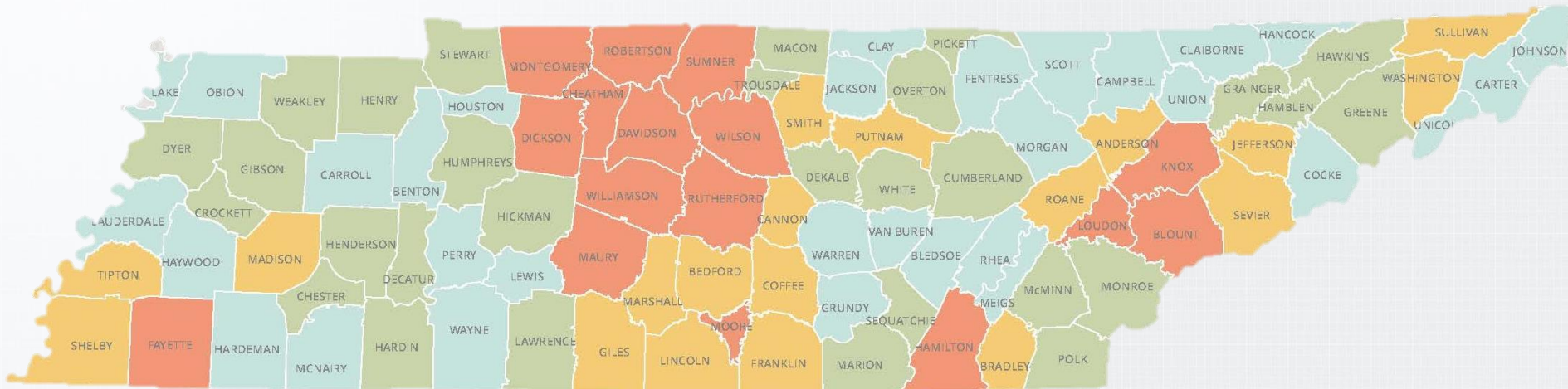
Tier 2:  
70/30



Tier 3:  
90/10



Tier 4:  
95/5



- Match must be in cash (no in-kind, except for due diligence studies, where option cost may be used as match).
- No more than 50% of the required match may come from other grant sources.

# Eligible Activities

## Construction Activities

Access roadways; acceleration/deceleration/turn lanes, traffic signalization; rail lines/signalization/switching; utility line construction/relocation including electricity, water, sewer, gas and telecommunications; building rehabilitation

## Property-Related Activities

Purchase of property, rights-of-way, easements and associated legal fees; tree/vegetation clearing; grubbing; grading; drainage improvements; detention/retention ponds

## Due Diligence

Engineering, environmental assessments including floodplain, wetlands delineation/determination, geotechnical, mitigation, cultural resources, endangered species, boundary surveys, topographic surveys, grading plans





# Due Diligence Grants

- Must have three-year minimum option or be publicly owned
- Can be used for any study needed for certification
- Cost of the option may be used for match
- Studies must be conducted and signed off on by the appropriate agencies per the Select Tennessee Criteria and Definitions document



# Bidding for Construction and Property-Related Activities

- All construction and property-related activities must be competitively bid following applicable state and local procurement laws.
- See Bidding Procedures for a detailed look at the process.
- See our website for the front end documents and general and supplemental conditions that must be used in your bid packet.
- Bid packets must be approved prior to being advertised. Once bids are received, certified bid tabs must also be approved.

**Note: No contracts may be signed, and no work can be completed until after the grant contract with the State is executed.**





# Procurement of Engineering and/or Administrative Services

- Must follow TCA12-4-107, Contracts for Professional Services
  - Prior to the performance of any professional services, a written request for statements of qualifications must be sent to at least three firms that offer the type of service the community wishes to procure
  - Copies of these letters must be submitted with the application
  - Advertising for statements of qualifications is not required. The contract must be awarded solely based on qualifications, not price.

**Note: No contracts may be signed, and no work can be completed until after the grant contract with the State is executed.**



# Administration



- You will be required to have an administrator if you are awarded a Site Development Grant.
- Engineers cannot do administration on construction projects.
- The line item for administration on the budget cannot exceed 4% of the grant amount.



# A Complete Application Includes:

- Project Application
- Budget and Grant Payment Setup Form
- Resolution
- Preliminary Engineering Report  
(unless activity is to purchase land or for due diligence studies)
- Maps
- Photos



# Application

- The application website can be found here:  
<https://app.tnecd.com/>
- You will not be able to login to the application website until I have created your username and password, which I will do upon receipt of your Letter of Intent.
- You will upload all documents except your budget to the website application. You will send your budget in to Select.Tennessee@tn.gov.
- Please be patient if we encounter any issues.





# Budget

- Do not just back into the maximum grant amount
- Carefully think about the items needed in your budget - If funds are not allocated to a line item, you will not be able to move funds to them once the contract is executed
- Include contingency
- There is a maximum of 4% **of the grant amount** for administration
- I will send you the budget form and the grant payment setup form along with your application login information.



# Resolution

- The resolution must come from organization providing the match
- If resolution cannot be passed prior to the application date, provide a draft of the resolution and the date that it will be on agenda, then submit the approved resolution as soon as it is signed





# Preliminary Engineering Report (PER)

- A PER is **required** to be submitted with all applications (unless activity is to purchase land or for due diligence studies)
- Should outline the following information:
  - General information on the site
  - Need for the project
  - Other options considered
  - Overall costs of the project
- Must be signed and stamped by a professional engineer



# Addenda

- These sections will populate in the application if applicable to your project.
- Project Specific:
  - Property Purchase
  - Building Rehabilitation
  - Due Diligence Studies





# Scoring

|                        |                  |
|------------------------|------------------|
| Public Benefit/Impact: | 100 Points       |
| Performance Measures:  | 150 Points       |
| Leveraged Resources:   | 50 Points        |
| Implementation:        | 70 Points        |
| <u>Presentation*</u>   | <u>30 Points</u> |
| <hr/>                  |                  |
| Total Possible Points: | 400 Points       |

\*Projects that are short-listed will be invited in for a presentation.

**An invitation to present does not guarantee funding.**

Presentations will be held the week of May 17, 2021.



# Scoring

- Public Benefit:
  - Impact on Tier 4 and Distressed Counties, Unemployment Rate, Private Employment per Capita
- Performance Measures:
  - Dial Turn, Project Impact, Market Viability
- Leveraged Resources
  - Impact of Previous Investments, Certified Site Status or Potential, Recipient of Additional Grants, Investments, Etc.
- Implementation
  - Timeline and Budget Feasibility, Marketing Plan, Demonstrated Planning and Readiness, and Reasonableness of Project Scope and Costs



# Questions?





# Other Reminders

- **Property Evaluation Program** Application Deadline is **March 5, 2021**.
  - Letters of Intent may be submitted at any time. The application will be sent to you following submission of the Letter of Intent.
- **Certified Sites** Step 1 Application Deadline is **July 30, 2021**.
  - Letters of Intent may be submitted at any time. The application will be sent to you following submission of the Letter of Intent.



# Contact Information

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